



November 16, 2012
Rocky Mountain Metropolitan Airport
Broomfield, CO

Work Session & Board Meeting

MEMBERS PRESENT:

Harold Patton	Chairman
Dale Hancock	Vice-Chair
Kenny Maenpa	Secretary
Louis Spera	
Joseph Thibodeau	
Dave Ubell	
Debra Wilcox	

OTHERS PRESENT:

Dave Gordon	CDOT – Division of Aeronautics
Scott Brownlee	CDOT – Division of Aeronautics
Christine Eldridge	CDOT – Division of Aeronautics
Greg Goldman	CDOT – Division of Aeronautics
Todd Green	CDOT – Division of Aeronautics
TK Gwin	CDOT – Division of Aeronautics
Shahn Sederberg	CDOT – Division of Aeronautics
Kaitlyn Westendorf	CDOT – Division of Aeronautics
Dr. Mitch Albert	DCR, Inc.
Richard Baker	Fremont County Airport
Terry Barnhart	
Rita Connerly	Adams County
Dennis Corsi	Armstrong & Associates
Kevin Eldridge	
Dennis Heap	Front Range Airport
Leo Milan, Jr	Office of the Attorney General
John Marietta	Fremont County

Bill Payne
Bill Totten
Travis Vallin

William E Payne & Associates
Colorado Pilots Association
Aviation

1. Work Session commenced at 10:00 A.M.

2. **WORK SESSION**

2.1 Spaceport Industry

2.1.1 Tom Clark, CEO-Metro Denver Economic Development Corporation, Executive Vice President, Denver Metro Chamber of Commerce

Tom Clark spoke about the economic impact the Spaceport Industry would have on the metro area and the State of Colorado.

2.1.2 Cindy Conrad, Assistant to the Director of the Southwest Research Institute, Space Science & Engineering Division in Boulder

Cindy Conrad gave a brief presentation on space travel.

2.1.3 Division of Aeronautics Involvement Discussion – Dave Gordon

Dave Gordon and the Board discussed what it would mean if the Division and the Board became involved in Spaceport Colorado. The consensus was that we need to be involved at some capacity.

2.2 Colorado Surveillance Project Update – Bill Payne

Bill Payne gave a brief update on the status of the Colorado Surveillance Project, Blended Airspace and the positive cooperation he has experienced with the FAA. Dave advised the Board that Bill's professional services contract is being amended to include additional work for implementation of Stage III of Phase III for Blended Airspace. In addition, the FAA's amendment for adding Phase III work is in the final stages of approval. The total amount of these two amendments are within budget that was approved by the Board for FY 2013 for Phase III work.

3. Work Session adjourned at 11:33 A.M.

4. **EXECUTIVE SESSION**

5. Meeting commenced at 1:31 P.M.

6. **APPROVAL OF CAB MEETING MINUTES FROM SEPTEMBER 17, 2012**

Joseph Thibodeau made the MOTION to approve the minutes from September 17th and Kenny Maenpa seconded.

The MOTION carried unanimously.

7. **CAOA REQUEST FOR THE CAB TO DRAFT A RESOLUTION IN SUPPORT OF THE COLORADO AVIATION FUEL TAX STRUCTURE – KENNY MAENPA**

Kenny Maenpa said that in preparation for the upcoming Legislative Session, CAOAs has drafted a resolution in favor of keeping the current aviation fuel tax legislation as is. Kenny is requesting that the CAB draft a similar resolution, with assistance from the Division. Joseph Thibodeau made the MOTION to authorize the Board and Division to draft a resolution in support of the current Colorado aviation fuel tax structure and Dave Ubell seconded.

The MOTION carried unanimously.

8. **AMENDMENTS TO THE AGENDA**

There were no amendments to the agenda.

9. **BOARD MEMBER REPORTS**

There were no reports.

10. **PUBLIC COMMENTS**

Dr. Mitch Albert introduced himself to the Board and said he was anxious to learn more about aviation fuel sales.

11. **DIRECTOR'S REPORT – DAVE GORDON**

Dave Gordon referred to a memo given to the Board that outlines current activities and issues at the Division. Dave gave the Board a quick update on the status of the Economic Impact Study.

12. FINANCIAL REPORT

Greg Goldman referred to a spreadsheet provided to the Board that outlined the status of the Division's finances. Greg informed the Board that there has been minimal change in financial position from the last meeting and that our division and administrative grant expenditure is on track.

13. 2013 TIER 2 PROJECTS – TK GWIN & TODD GREEN

Dave Gordon requested that this agenda item be withdrawn and discussed at the next meeting, due to time constraints today. The Board endorsed this request.

14. SUPPLEMENTAL FUNDING REQUEST

14.1 12-FLY-01 Meadow Lake Airport

Todd Green said that Meadow Lake received \$179,010 from the State to install access control measures, planning for a turf runway and Federal match to rehab a portion of Taxiway B. Due to the ongoing volatility of the asphalt market, bids came in very high for the paving portion of the grant, so FAA postponed their project to rebid next year with another paving project in hopes of getting a better price. The consultant for Meadow Lake had planned on performing construction management for each of the projects concurrently, but with the FAA postponement of their project, it has resulted in a funding shortfall for construction management on the remaining projects. The total amount requested from the State to fund the shortfall is \$11,925 and the staff supports this request. Joseph Thibodeau made the MOTION to approve this request and Louis Spera seconded.

The MOTION carried unanimously.

15. 2013 OUT-OF-CYCLE GRANT REQUESTS

15.1 Front Range Airport/Spaceport Colorado – Dave Gordon & Dennis Heap

Dennis Heap brought an out-of-cycle request to the Board for \$275,000 as the State's participation in an estimated \$800,000 feasibility study and Spaceport licensing request. The scope of work for this project includes several elements, such as a feasibility study, business plan, preparation of an environmental assessment and a launch site location. After some discussion, Kenny Maenpa made the MOTION to approve this request

and Debra Wilcox seconded.

The MOTION carried unanimously.

16. EXECUTIVE FORUM SUPPLEMENTAL FUNDING REQUEST – DAVE GORDON

Dave said that in August, the Board approved the expenditure of \$13,640 to contract with Executive Forum to assist the Division in becoming a strong, productive team through analysis of existing communication barriers. Some additional preparation time was required to interview all Board members, that was not factored into the original scope of work. Also, it has been determined that a mid-point check would be useful to the team to determine if the accountability system is working. Additionally, a final evaluation meeting has been requested by staff. The three supplemental work items to the original contract are in the amount of \$4,840. Dale Hancock made the MOTION to approve the addition of \$4,840 to the contract and Joseph Thibodeau seconded.

The MOTION carried unanimously.

NOTE: All grant requests included standard Grant Evaluation Forms and were found by the Staff to be in the best interest of statewide aviation and to support the goals contained in the Colorado Aviation Systems Plan.

17. VETERANS AFFAIRS – TK GWIN

TK Gwin updated the Board on the continuing effort from the Governor's office to make Colorado the most veteran friendly state. TK told the Board that there are two efforts in development that may require CAB funds. One is to establish an internship program for qualified veterans to intern at airports and the second is to work with DORA to develop a program to synergize veteran's programs, opportunities and funding sources in a central location that allows easy access by veterans, employers and program managers. As these endeavors develop, more information will be brought back to the Board.

18. 2012 DIA SURPLUS SALE UPDATE – SHAHN SEDERBERG

Shahn Sederberg informed the Board that the DIA surplus sale took place on October 15th. DIA was able to sell \$186,000 of equipment to seven Colorado

airports and the Division financed \$92,900 of that amount, via 50/50 grants.

16. PROPOSED CALENDAR

The next Board meeting will be the Grant Review and joint luncheon with the Transportation Commission and will take place on December 20, 2012 at CDOT Headquarters.

17. OTHER MATTERS BY MEMBERS

Dave Gordon requested that the Board discuss a couple items that were not covered in the morning work session.

2.3 Private Airport Policy – Dave Gordon & TK Gwin

TK said that the Division is looking at a guideline for the Grants Management Manual that would state that only privately owned airports open for public use would compete well for grants, if they receive Federal funds. The Board would continue to have discretionary authority to approve grants in any case they felt was in the best interest of the State. After much discussion, this idea was rejected by the Board and the Division will continue to operate as it always has in relation to private airports.

2.5 WIMS Update – TK Gwin

TK gave a quick update and demonstration of WIMS. TK informed the Board that WIMS is live and operational and the feedback from the airports has been very positive.

2.4 2013 CAB Meeting Schedule – Kaitlyn Westendorf

Kaitlyn Westendorf presented the idea of monthly, regularly scheduled Board meetings. The proposal is to have our meetings the 2nd Thursday of every month, primarily at CDOT Headquarters. The Board and Division would have the flexibility to cancel meetings if there aren't enough agenda items. Although the Board liked the idea of regularly scheduled meetings, they preferred to continue to have meetings statewide at times, perhaps quarterly. The Board enjoys visiting Colorado airports and the meetings are a great way to do that.

18. The meeting adjourned at 2:50 P.M.